

MEMORANDUM FOR: Deputy Director for Administration

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FROM : [REDACTED]
Director of Communications

SUBJECT : Use of Official Vehicles Overseas

Your approval is requested to continue the Office of Communications policy with regard to the use of official vehicles at major OC overseas installations, with particular reference to the following:

- a. Watchstander Vehicle. At many of our overseas facilities, the base stations are remote from the housing areas and public transportation is either non-existent, unreliable, or unsafe. We have, in such cases, used an official vehicle as

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[REDACTED]
factor, this accommodation has proven far more economical than the use of separate vehicles. It has the added advantage of making the family car available to the dependents of our employees for emergency use, which is a particularly significant morale factor when the employee is working the night shifts.

- b. Duty Officer Vehicle. At certain of our overseas installations, we have permitted the duty officers to take official vehicles home for use in responding to after-hours call-in. Here again, this policy combines economy and safety. Using [REDACTED] as an

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25X1C example, the majority of our employees live in the [REDACTED] a half-hour's drive from [REDACTED]

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At the close of business, the duty vehicles are driven to [REDACTED] carrying other employees who live in the area, and are [REDACTED]

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25X1C The following morning, they are returned to the duty point. If left in the relatively unprotected parking lot behind [REDACTED]

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25X1C [REDACTED] the vehicles would be subject to theft, vandalism, or even firebombing.

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APPROVAL (✓) DISAPPROVAL ()

ILLEGIB



Deputy Director for Administration

30 DEC 1976

Date

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